

**PERSONNEL BOARD AGENDA**  
**Monday, June 4, 2012 - 6:00 p.m.**

Call to Order/Roll Call of Members: Pat Carnevale, Chairperson; Grecia Ferro-Ameneiro, Vice-Chairperson; Ann Infante, Member; Zoraya Pena, Member; and Beatriz Sosa, Member.

**AGENDA**

1. Request to approve the minutes of the May 2012 Personnel Board meeting.
2. Request to approve leave with pay, because of death in the immediate family, for the listed employees, in accordance with Rule 13, Section 5 (f) of the Civil Service Rules and Regulations, received May 2012.

1. Rene Casas	Parks and Recreation Department
2. Ruben Suarez	Community Development/Business Tax Receipt
3. Alan Castellanos	Police Department
4. Ailyn DeJesus	Police Department
5. James Fredrick	Streets Department
6. Teresa Pam-Paulino	Water & Sewers Department
3. Report of **Leave Without Pay** List for May 2012.
4. Report of Civil Service **Appointments** for May 2012.
5. Report of Civil Service **Resignations** for May 2012. NONE
6. Report of **Maternal/Paternal Leave** for May 2012.

1. Guillermo Barnet	Fire Department
2. Rafael A. Chinaea	Fire Department
3. Simon Hosein	Fire Department
4. Raul Aleman	Police Department
5. Ibrahin Horta	Water & Sewers Department
7. Report of **Leave of Absence** for May 2012. NONE

8. Request to certify the eligibility list for the position of **Police Captain**.
  
9. Request to conduct a civil service examination for the position of **Community Development Representative** with the following criteria:
  - a. In-house
  - b. 100% Written
  - c. Must obtain a minimum score of 70% to be placed on the eligibility list.
  - d. Current eligibility list is exhausted.

Copy of **revised** job description and current eligibility list are attached.  
Range 45 - \$903 - \$1714 Bi-weekly
  
10. Request to approve the renamed/revised job description for the position of **Building Technician I** to **Building Specialist I**.
  
11. Request to approve the renamed/revised job description for the position of **Floodplain Plans Examiner** to **Floodplain Plans Manager**.
  
12. Request to hear **Mario Figueredo's Appeal** of his dismissal.
  
13. Request to hear **Unfinished Business**.
  
14. Request to hear **New Business**.

**NEXT PERSONNEL BOARD MEETING: "July 2, 2012"**

If any person decides to appeal any decision made by the Personnel Board with respect to any matter considered at this meeting, he/she will need a record of the proceedings and, for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. In accordance with the Americans and Disabilities Act of 1990, persons needing a special accommodation to participate in this proceeding should contact the Office of the City Clerk no later than seven (7) days prior to the proceeding. Telephone (305) 883-5820 for assistance; if hearing impaired, telephone the Florida Relay Service Numbers (800) 955-8771 (TDD) OR (800) 955-8770 (VOICE), for assistance.